



**MINUTES  
CITY COUNCIL MEETING  
May 21, 2019**

**CALL TO ORDER**

The meeting was called to order at 6:30 pm.

**Present:** Mayor: Charlie Miner; Council: Deirdre Kvale, Michelle Jerde, Jahn Dyvik, and Tom Skjaret

**Staff Present:** City Administrator: Scott Weske; City Attorney: John Thames; Public Works Director: Sean Diercks; and City Clerk: Jeanette Moeller

**Absent:** None

**PLEDGE OF ALLEGIANCE**

**MAYOR'S COMMENTS - LONG LAKE NEWS, MEETING REVIEW AND UPDATES**

Mayor Miner offered the following comments and updates:

Mayor Miner had attended a dedication ceremony held on Monday, May 13 for the new Wayzata Police Memorial honoring fallen Sergeant J.W. Anderson and Officer Bill Mathews. The new memorial is located outside Wayzata's City Hall complex. He thanked all who had been able to be in attendance, including Council member Kvale, Administrator Weske, City Attorney Thames, and EDA member Tim Hultmann.

The coming Monday, May 27, is Memorial Day. Several commemorative activities will be taking place in Long Lake, and additional details of Memorial Day events will be circulated via the Listserv in the coming days.

**APPROVE AGENDA**

*A motion was made by Skjaret, seconded by Jerde, to approve the Agenda as presented. Ayes: all.*

**CONSENT AGENDA**

The Consent Agenda consisted of:

- A. Approve Minutes of May 7, 2019 City Council Work Session Meeting
- B. Approve Minutes of May 7, 2019 City Council Meeting
- C. Receive Minutes of April 9, 2019 Economic Development Authority Meeting
- D. Approve Vendor Claims and Payroll

Regarding Item D, Approve Vendor Claims and Payroll, Council member Kvale sought clarification on claims to be paid to Allied Medical and to Abdo, Eick & Meyers. Weske explained that Allied Medical invoicing is for firefighter certification courses; and that the payment to Abdo, Eick & Meyers represented half of the audit services billing for audit preparation. Audit preparation is budgeted for annually.

Council member Dyvik asked how often the wastewater fee payment in the amount of over \$23,000 is required to be made to Metropolitan Council. Weske replied that Metropolitan Council invoices the City monthly for wastewater fees.

Mayor Miner noted that in the EDA meeting, during discussion of the new flags, it was discovered that a typographical error had been made and the check to Display Sales for the flag purchase was incorrect. Weske acknowledged the error and indicated he would be pulling that check back and issuing one for the correct billing amount. It was also noted that a second typographical error may have been made to the amount for Allied Medical; and staff will review and make any correction needed.

*A motion was made by Dyvik, seconded by Jerde, to approve the Consent Agenda as presented.  
Ayes: all.*

## **OPEN CORRESPONDENCE**

**Ben Landhauser, Lifestyle Communities** – Mr. Landhauser stated that he had dropped off a couple land use applications for informal concept review by Planning Commission, and staff had mentioned he would be welcome during any Council Open Correspondence period to dialogue with the Council about his current concepts. Copies of exhibits he had dropped off for his Planning Commission applications were provided as bench handouts for the Council's interest as well. He recognized that when they walked away from their PUD concept review application presentation before Council in February, he appreciated Council member comment and feedback that for some members, the proposal for the Symes Street properties was just a little too much for the site. A Council member had mentioned the former Burger King property, and Mr. Landhauser advised that they have now secured that site and the adjacent resident property and will be proposing a senior cooperative living project for that location. They also continue to see an opportunity for a residential project on Symes Street, and will be presenting a revised proposal for construction of 11 townhomes on the Symes Street properties. The townhomes would be association maintained, higher end construction, and Lifestyle Communities would be working with a custom home builder as a partner to provide custom finishes within the footprint and building shells constructed by his firm.

The revised senior cooperative project would be a three-story building planned to meet the building height requirement, would face Wayzata Boulevard, and would make use of grade differentiation between the two properties to include underground parking.

Mr. Landhauser indicated that their intent at this time is to seek feedback from the Planning Commission on June 11 through informal concept review applications, and to potentially appear before Council with formal applications perhaps in August. He wanted to provide the Council with an update though and to let Council know his company remains interested in being in the Long Lake community. He welcomed Council questions either during Open Correspondence or by sending any questions through City staff in the future.

Mayor Miner commented he likes the scale of the revised Symes Street proposal and finds it to be a much more palatable fit for the area.

Mr. Landhauser responded to Mayor and Council questions regarding the viability of incorporating a mixed use component in the former Burger King site; whether the cooperative would still be a Zvago project in partnership with Ecumen; how the amenity packages and appearances of the two sites may incorporate similar materials; how vehicle access would be situated for the cooperative project

proposal; whether the townhomes would have a similar age restriction; and whether if approved, construction would take place simultaneously on both sites.

Council member Jerde thanked Mr. Landhauser for his continued interest, noting it was nice to see his return.

## **BUSINESS ITEMS**

### **Resolution Appointing Mike Belland to the Position of Full Time Public Works Maintenance Worker**

Public Works Director Diercks reported he was pleased to announce that upon completion of interviews, staff had come to a decision to extend a conditional offer of employment to candidate Mike Belland. Mr. Belland comes to the City with several years of Public Works related service and has a pretty distinguished resume supporting his application. Diercks indicated he is excited to see Mr. Belland join the crew. Diercks confirmed that the conditional offer letter preparation and terms are standard for Long Lake hiring procedure. He recalled that the position description had been approved by Council two months ago, and Mr. Belland would be starting his employment at step one of the pay scale for the position.

*A motion was made by Skjaret, seconded by Jerde, to adopt Resolution No. 2019-19 appointing Mike Belland to the position of full-time Public Works Maintenance Worker for the City of Long Lake. Ayes: all.*

### **Consider an Ordinance Creating a Moratorium on the Issuance of City Approval of Sewer and/or Water Connection Applications for Connections by Properties Outside the City Limits of the City of Long Lake**

Weske reported that staff had recently been advised Metropolitan Council estimated 2020 wastewater fee charges to the City would be increasing 11.15% over the current 2019 charges. Since 2016, wastewater flows Metropolitan Council attributes to Long Lake have increased from 87 million gallons to 123 million gallons, and the expense has increased from \$204,000 to \$317,000 per year. With the steady increase of flows being attributed to Long Lake by Metropolitan Council and the substantial increase in wastewater fees, staff sees cause to work to focus on finding the reasons or causes behind the increased flows, especially taking into consideration that Long Lake has not brought on more residential construction over the last few years. The goal of the proposed ordinance creating a moratorium on connections to Long Lake utility services by properties outside City limits is to research and identify the causes of the high flow which continues to steadily increase. These Metropolitan Council charges are for the treatment of surface water/clean water infiltrating the sewer system. While Metropolitan Council has been increasing their rates on a continued basis, Long Lake has largely not made significant adjustments in its sewer rates to its utility billing customers.

Weske explained that investigating causes of increased flows will involve reviewing data from the City's three lift stations, looking through manhole covers and determining whether clean water is observed, cleaning and televising sewer lines, and documenting all findings. Some contracts may need to be entered into to help staff find and track flows back to their sources, and/or to make repairs.

Diercks indicated that research has already begun, and televising will need to be hired out.

Weske noted that if Long Lake's system is substantially good, it will have to be determined if flows being attributed to Long Lake are coming from outside sources.

Council and staff discussed whether there may be contribution to flows from Orono that may not be being accounted for by Metropolitan Council, noting that connection agreements should be reviewed as well; potential upcoming development in Orono; and how Metropolitan Council measures flows through metering on the west and east sides of town.

Weske advised that the proposed moratorium is for new connections by properties outside Long Lake limits, and connections by properties inside City limits would still be permitted. The moratorium would be for one year to allow for research of flows to determine whether Long Lake needs to increase efficiencies within its system. The focus would be on finding where flows are coming from. Research would also include determining water and sewer capacity, and understanding whether there may be any safety concerns. He noted that the math would reflect that the amount of water going into the system as calculated by Metropolitan Council is twice the amount of water pumped from the City's wells at this point. Results of staff's findings may also play a role in updating the pavement management plan, as roads may be in acceptable condition while sewer infrastructure may be poor and in need of priority repair.

Diercks recalled that the City's storage agreement with Wayzata permits Long Lake use of Wayzata's sewer jetting equipment 12 times a year, and staff will be making use of the agreement provisions to do as much cleaning as possible. Initial research will begin by concentrating on the drainage area of the Watertown Road lift station because a lot of I/I is going to that lift station at this time. Orono is also doing some I/I investigation at this time.

Mayor Miner asked whether there are any agreements for connections by Orono properties currently in place that may create a conflict with the moratorium proposed.

City Attorney Thames clarified that any connections requested would have to be addressed as they come up in relation to the agreement for a particular connection. The City's intent in adopting the moratorium ordinance is to put a pause button on outside connections and determine if the City has capacity issues from a fire protection standpoint in relation to the water system, and to study water flow data as quickly as possible to obtain needed information, hopefully with cooperation and collaboration with Orono. Thames confirmed the City has the authority to adopt the moratorium as proposed.

*A motion was made by Skjaret, seconded by Jerde, to adopt Ordinance No. 2019-03 creating a Moratorium on the Issuance of City Approval of Sewer and/or Water Connection Applications for Connections by Properties Outside the City Limits of the City of Long Lake. Ayes: all.*

Council and staff further discussed working towards cleaning up agreements for utility connections between Orono and Long Lake; and whether measures may be available should data support a finding that a portion of the I/I increased flows is attributable to the Orono side. Mayor Miner observed that the moratorium could be suspended after a six month period if warranted.

### **Reschedule City Council Meetings**

City Clerk Moeller noted that she was aware some Council members may have vacations planned for the first week in July to include the Independence Day holiday. Recognizing this, staff questioned whether Council members may wish to make a motion to reschedule the July 2 and 16 meetings to be held instead on July 9 and 23. She added that the July 23 date may need to be revisited in future once it is known how many land use applications are received for July, as she has a planned vacation the week prior to July 23 and if the Council packet were to be substantial for that meeting, an additional change to the meeting date could be warranted.

*A motion was made by Kvale, seconded by Skjaret, to reschedule the July 2 and July 16 meetings to be held instead on July 9 and July 23. Ayes: all.*

### **Wayzata Boulevard W Construction and Landscaping Project Updates**

Public Works Director Diercks advised he had met with the project contractor this morning. Phase 1 work is addressing punch list items with the contractor reseeding areas, removing silt fence, and seeding along the east monument sign. Phase 2 construction work continues along the walking trail from Greenhill Lane to the east. Conduit is being set behind curbing for streetlights for Phase 2. Certain power poles have been an eyesore due to issues with Mediacom not removing lines off old poles to move lines to the new poles; however, Hennepin County is working to see that work expedited and hopefully old poles will be removed in the nearby future.

Diercks also met with Hoffman & McNamara regarding the Phase 1 landscaping project to take another look at the berm area. They will be offering a proposal to prune or clean upper shrubbery. Nine trees will be removed from page 13 of the landscaping plan, and three trees will be removed from page 14. Spruce trees as planned by the monument sign will remain in the landscape plan. The contractor will be looking at potentially installing some trees along Wurzer Trail, and will be upsizing trees in the downtown area to 2.5" caliper trees within the grates.

Regarding Wurzer Trail specifically, Diercks did obtain a price quote for an erosion control blanket and seed for the trail. He noted there have been some recent standing water issues along the trail.

Responding to Council member questions on various items related to the construction project and the Phase 1 landscaping project, Diercks clarified the following:

- The contractor for Wayzata Boulevard W would be installing a second lift of asphalt right away rather than returning in a year as would be typical for a residential street.
- Though there has been some lane shifting, he remains unaware of any planned road closure.
- Regarding berm plantings, he confirmed the City will have a significant credit with the landscaping contractor for removal of trees from the planting plan. He has encouraged the contractor to prepare a planting proposal for the area using their imagination and experience, potentially incorporating a couple other varieties of plants to add color.
- He has not received any updates on moving forward with a lighted Wurzer Trail pedestrian crossing signal, but will be reaching out for an update soon.
- The hanging flower baskets have arrived and look very nice. They will be installed in the nearby future.

Council member Dyvik added that he is still waiting to receive final changes to the banner designs, and will send them to Weske once complete. He also asked the designer for her recommendation on banner material. Weske confirmed that Zon has a lot of different materials available, and welcomed Dyvik to join him in visiting there to view materials.

### **OTHER BUSINESS**

**Buckhorn Days Date** – Council member Kvale advised that Buckhorn Days is being planned for July 13 this year.

**Hanging Flower Baskets** – Council member Jerde noted that she is excited to see the flower baskets hung as weather improves.

**Update on Finance / Utility Billing Officer Position** – Mayor Miner asked whether any update had been received from the appointee to the Finance/Utility Billing Officer position. Weske replied that no further update has been received from the appointee since her last message acknowledging receipt of his last correspondence informing her of the June start date deadline.

**Comprehensive Plan Review Updates** – Mayor Miner questioned whether there has been any update regarding the Comprehensive Plan draft. Weske confirmed the document had been submitted to Metropolitan Council. Moeller added that typically Metropolitan Council responds 15 after receipt of a plan.

**Audit and Budget Preparation** – Council member Dyvik asked when the audit would be completed, and when the budgeting process begins for the following year. Weske indicated that the audit will be complete by the end of June, and budget preparation discussions can begin at any time. Mayor Miner suggested beginning budget discussions in June or July.

**LMCC Liaison Update** – Council member Skjaret indicated that he had attended a quarterly meeting of the LMCC the previous Wednesday. The FCC is proposing changing how they allocate PEG funds back to local communications commissions, which is likely to have a major effect on on communications commissions and public television providers. The LMCC, along with others in Minnesota, have submitted letters to legislators expressing their concerns. He noted that currently the LMCC is experiencing more than 2,000 views a month for government meetings on their website.

**Land Use Application Updates** – Moeller shared that the City had received five land use applications for review by Planning Commission and Council during June meetings, including a Conditional Use Permit request for a deviation from solar standards; a lot correction between two property owners; informal concept review for the Lifestyle Communities proposals; applications from Charles Cudd for a minor subdivision; and replatting properties in preparation for a future Long Lake Veterinary Clinic expansion.

**Online Utility Billpay Now Available** – Moeller reported that staff had learned the new online utility billpay system for Long Lake had been activated earlier that day, and staff will be beginning to publicize the new system soon. She noted that if anyone had not yet paid their utility bill, staff would love the opportunity to process a credit card payment for them as a test run of the system. Council member Kvale volunteered to pay her bill with a card payment after the meeting, with staff's appreciation.

## **ADJOURN**

*Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:42 pm.*

Respectfully submitted,

Jeanette Moeller  
City Clerk